Challenge Unsheltered Grant

Notice of Funding Availability (NOFA)

FL-511 Local Competition

Project Application

1. **Applicant Organization Information**

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| Organization Name:  |
| Address:  | Street | City, State | Zip Code |
| Primary Contact Person | Name | Title |
| Phone | Email |
| Organization Type:  |
| Federal EIN: <https://apps.irs.gov/app/eos/> |  |
| UEI Number: <https://sam.gov/> |  |
| Sunbiz Registration: <https://dos.fl.gov/sunbiz/search/> |  |
| FDACS Registration: <https://www.fdacs.gov/> |  |

**2. Project Information**

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| Project Name |
| Project Address (if different from organization address): |
| Street | City, State | Zip Code |
| Project Type (Check all that apply):  ☐ Emergency Shelter ☐ Transitional Housing ☐ Non-congregate Shelter ☐ Rapid Re-Housing ☐ Sanctioned Camp Site |
| Target Population (Check all that apply):  ☐ Homeless ☐ Imminent Risk ☐ Chronically Homeless ☐ Veterans ☐ Unaccompanied Youth ☐ DV Survivors |
| Target Area (Check all that apply):  ☐ Escambia County ☐ Santa Rosa County ☐ Both |

1. **Organizational Capacity**

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| **Staff Qualifications and Experience** |
| Please describe the qualifications and relevant experience of key staff members who will be responsible for implementing this project. Include their roles, education, certifications, and any relevant past work. How do these qualifications align with the project goals and objectives? |

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| **Leadership and Governance** |
| Briefly describe the leadership structure of your organization, including the roles and involvement of your board of directors. How is the leadership team engaged with the day-to-day operations of the project? |

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| **Staffing Plan** |
| Provide an overview of the staffing plan for this project, including roles, responsibilities, and the qualifications necessary to carry out the work. How will you ensure that staff have the required expertise and resources to meet project goals? |

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1. **Past Performance and Experience**

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| **Previous Project Outcomes** |
| If applicable, describe similar projects your organization has successfully completed. Include the goals, key outcomes, and any relevant metrics (e.g., number of participants served, success rates). What lessons learned from previous projects will you apply to this new project? |

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| **Relevant Experience** |
| Does your organization have experience working with the target population or in the proposed field (e.g., homelessness, housing, workforce development)? Please provide examples and explain how this experience supports your capacity to manage this project. |

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| **Compliance and Reporting History** |
| How does your organization ensure compliance with grant requirements, timely reporting, and transparent financial management? Provide any examples of previous grants you have successfully managed, including your record of compliance and reporting. |

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1. Financial Stability and Accountability

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| **Audited Financial Statements** |
| Attach your organization’s audited financial statements for the last three years.  |

N/A

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| **Revenue Diversity** |
| Describe your organization’s primary funding sources. How does your organization ensure financial sustainability by diversifying revenue streams? |

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| **Clear Project Budget** |
| Please provide a detailed project budget, including expected costs for each project activity. How do the proposed costs align with the project goals, and how will you ensure that funds are allocated efficiently? [Use the budget tool provided] |

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1. **Project Design and Goals**

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| **Clarity of Goals and Objectives** |
| What are the main goals of this project, and what specific, measurable objectives will you aim to achieve? How do these goals align with the priorities of this grant program? |

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| **Scope and Feasibility** |
| Is the proposed project appropriately scoped for the available funding and resources? Provide a detailed timeline for achieving project deliverables and explain how you will ensure the project stays on track. |

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| **Innovation and Creativity** |
| In what ways is this project innovative or creative in addressing community challenges? How does your approach offer new solutions or perspectives on the issue at hand? |

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1. **Impact and Outcomes**

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| **Measurable Outcomes** |
| What are the key, measurable outcomes you expect to achieve through this project (e.g., number of participants served, improvements in key indicators)? How will you track and report these outcomes? |

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| **Impact Potential** |
| What is the expected long-term impact of this project on the target population or community? How will this project contribute to addressing systemic challenges (e.g., homelessness, housing instability)? |

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| **Evaluation Plan** |
| Describe your organization’s plan for monitoring and evaluating the success of this project. How will you measure progress and adjust as needed to ensure project success? |

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1. Community Engagement and Partnerships

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| **Partnerships and Collaboration** |
| Describe any partnerships or collaborations with other organizations, stakeholders, or community members that will enhance the capacity and sustainability of this project. How will these partnerships be managed, and what roles will each partner play? |

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| **Community Input** |
| How did you engage the community in the development of this project? What ongoing mechanisms will you use to ensure community input throughout the project? |

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| **Sustainability** |
| How will you ensure the sustainability of your partnerships and community relationships after the project ends? Are there plans for future collaboration or long-term support? |

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1. **Equity and Inclusion**

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| **Inclusivity of Project Design** |
| How does this project actively serve diverse and historically underserved populations (e.g., racial minorities, people with disabilities, LGBTQ+ individuals)? How do you ensure that these populations have equitable access to services or resources provided by the project? |

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| **Cultural Competency** |
| Describe how your project staff and approach are culturally competent and aligned with the needs of diverse communities. How do you plan to ensure that the project respects the values and traditions of the communities you serve? |

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| **Access and Accessibility** |
| How will the project ensure that all eligible participants have access to services, regardless of race, gender, ability, or other barriers? What steps will be taken to address any potential barriers to participation? |

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1. **Budget and Financial Allocation**

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| **Budget Clarity and Alignment** |
| Provide a breakdown of your project’s budget and explain how it aligns with the proposed activities and goals. Are there any significant cost items that could affect project delivery, and how do you plan to manage them? |

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| **Cost Efficiency** |
| How do you plan to ensure that grant funds are used effectively and efficiently to achieve the intended outcomes? Provide examples of past projects where you were able to manage resources effectively. |

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| **Matching Funds** |
| Does your organization provide any matching funds or in-kind contributions for this project? If so, please describe the source and amount of these contributions. [Attach Letters of Commitment or Match MOU] |

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1. **HMIS and Coordinated Entry Participation**

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| **HMIS Enrollment** |
| Does your organization commit to enrolling 100% of participants in the Homeless Management Information System (HMIS)? If so, describe how you will ensure timely and accurate enrollment. How will you ensure that data is collected and reported accurately? |

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| **Coordinated Entry Integration** |
| Will your organization accept and send referrals through Coordinated Entry? How will you manage these referrals, and how will they enhance service coordination for participants? |

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| **Data Reporting and Outcomes** |
| Describe your organization’s plan for tracking, reporting, and using data from HMIS and Coordinated Entry. How will you leverage this data to improve project outcomes? |

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1. **Sustainability and Future Impact**

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| **Post-Grant Sustainability** |
| How will your project continue or transition to long-term sustainability beyond the grant period? What strategies will you use to secure future funding or resources? |

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| **Scalability or Replicability** |
| If successful, could this project be scaled or replicated in other areas? Please explain. What steps would you take to expand or replicate this project? |

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| **Exit Strategy** |
| Does your organization have a clear plan for transitioning participants, closing the project, or ensuring continued support after the grant period ends? How will you ensure that project benefits continue in the long term? |

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**Supporting Documents**

Please attach the following supporting documents (if applicable):

* Letter of 501(c)3 Determination
* Copy of By-Laws and Articles of Incorporation
* Copy of SAM.gov Registration
* Copy of Sunbiz Registration
* Copy of FDACS Registration
* **List of current Board of Directors and Organizational Structure (including titles)**
* **Fiscal Year 2021-2023 Form 990**
* **Audited financial statements for the last 3 years (if applicable)**
* **Detailed project budget**
* **Conflict of Interest Policy**
* **Letter of Commitment or MOU to meet Match Requirement**
* Staff Resumes or Job Descriptions

**Certification**

I certify that the information provided in this application is true and accurate to the best of my knowledge. I understand that any misrepresentation may result in the disqualification of the application.

Name of Authorized Representative:

Title:

Signature:

Date: